



# **CITY OF TROUTDALE**

## **Oil/Water Separator O & M PLAN GUIDELINES**

***The following information must be included in your Operations and Maintenance Plan required by the City of Troutdale:***

### **1. GENERAL INFORMATION**

- ☐ Facility Name, Address, On-site Contacts, Phone Numbers
- ☐ Hours of Operation
- ☐ Type of Property, Legal Property Description
- ☐ Type of Business

### **2. FACILITY LAYOUT**

*Include a Diagram (8.5" x 11" paper, if possible) that Shows the Following:*

- ☐ Property Boundaries
- ☐ Entrance and Exit Routes
- ☐ Oil/Water Separator(s) Location(s)
- ☐ Sampling Manhole Location
- ☐ Fixtures connected to Oil/Water Separator

### **3. OPERATIONS & MAINTENANCE PROCEDURES**

- ☐ Inspection/ Maintenance Schedule of Oil/Water Separator
- ☐ Procedures for Inspection/Maintenance
- ☐ Best Management Practices Utilized

### **4. RECORD KEEPING**

- ☐ Detailed Schedule for Record Keeping for Entire System
- ☐ Provide Copies of Record Keeping Forms
- ☐ Note location On-site for Record Storage